



TEXAS DEPARTMENT OF LICENSING AND REGULATION
PO Box 12157 • Austin, Texas 78711-2157
(800) 803-9202 • (512) 463-6599 • FAX (512) 475-2871
www.tdlr.texas.gov • cs.water.well@tdlr.texas.gov

WELL DRILLER/PUMP INSTALLER APPRENTICE REGISTRATION INSTRUCTIONS

The application must be completed and signed by the applicant. An application is not considered complete and will not be processed until all required items have been submitted. All information provided must be typed or printed in black ink. Attachments must be submitted on separate pieces of single-sided, 8½" x 11" paper. Use a paperclip to fasten all pages together, with the check or money order on top. **Do not use staples.** Make check or money order payable to TDLR.

DOCUMENTS SUBMITTED WITH YOUR APPLICATION WILL NOT BE RETURNED. KEEP A COPY OF YOUR COMPLETED APPLICATION, ALL ATTACHMENTS, AND YOUR CHECK OR MONEY ORDER.

FEES

- **Initial Application Fee - Well Driller OR Pump Installer Apprentice Registration - \$65**
- **Initial Application Fee - Combination (Well and Pump) - \$115**

1. NAME - Write your legal name in the spaces provided. (Last, First, Middle Name, Suffix) Examples of a suffix include Jr., Sr., and III. (Mr. is not a suffix.)
2. DATE OF BIRTH - Write your birthdate. (You must be at least 18 years old.)
3. GENDER - Select whether you are male or female.
4. SOCIAL SECURITY NUMBER - Social security number disclosure is required by Section 231.302(1) of the Texas Family Code in order to obtain a license. Your social security number is subject to disclosure to an agency authorized to assist in the collection of child support payments. For more information regarding child support payments, contact the Texas Attorney General at:

www.oag.state.tx.us/child/index or call (512) 460-6000 or (800) 252-8014
5. MAILING ADDRESS - Write your current mailing address. This is the address where we will send you mail. This address can be a post office box.

HOME PHONE NUMBER - Write a telephone number, including the area code, where we can reach you during the day. This may be your office phone number where we can leave a message.

CELLPHONE NUMBER - Write your cellphone number, including the area code, where we can reach you during the day.

EMAIL ADDRESS - Write your email address. Please provide your email address so the department may email license information and required notices to you. Your email address is confidential pursuant to the Texas Public Information Act, and the department will not share it with the public.

PHYSICAL ADDRESS - Write your physical address. This address cannot be a post office box.

PHONE NUMBER - Write an alternative phone number where you can be reached if you have one.
6. REGISTRATION TYPE - Check the registration type for which you are applying.
7. CRIMINAL HISTORY - Indicate if you have ever been convicted of, or placed on deferred adjudication for, any misdemeanor or felony, other than a minor traffic violation. If YES, complete and attach a Criminal History Questionnaire for each offense. This form can be obtained from the TDLR website at www.tdlr.texas.gov/MISC/lic002.pdf.

If you are worried your criminal history could prevent you from getting this license, Texas allows you to have your criminal history evaluated before submitting your application and non-refundable fees. To request a criminal history evaluation, submit a Criminal History Evaluation Letter, a completed Criminal History Questionnaire form for each crime you were convicted of, or placed on deferred adjudication for, and a \$25 fee. You can find more information on the process and download the necessary forms on the TDLR website at www.tdlr.texas.gov/wwd/wwdforms.htm.

8. DISCIPLINARY ACTION HISTORY - Indicate if you have ever had an occupational license, certification, or registration suspended, revoked, or denied in any state. If you have, complete and attach a Disciplinary Action Questionnaire for each sanction. This form can be obtained from the TDLR website at www.tdlr.texas.gov/misc/DisciplinaryActionQuestionnaire.pdf

9. APPLICANT'S STATEMENT AND SIGNATURE- Carefully read the statement before you date and sign your application.

WELL DRILLER/PUMP INSTALLER APPRENTICE EXPERIENCE VERIFICATION FORM

This form must be completed by a licensed driller or pump installer who has supervised your work.

This is page two of the "registration application"; however, this form may also be used if a registered apprentice is changing supervisors.

10. WRITE APPLICANT AND SUPERVISOR'S NAME - Write the applicant's name and social security number. Write the supervisor's name and license number.

11. APPLICATION QUESTIONS: Answer the following questions on the application: Is this an original application, and is this application to transfer supervisory responsibility.

12. SUPERVISING LICENSE HOLDER QUESTION - Answer the question on the application: Have you held your driller/installer license for at least two years. (Note: The supervising driller/installer must have held their license for at least two years in order to supervise an apprentice.).

13. TRAINING AND EXPERIENCE: List the type of equipment the applicant used, the safety training the applicant is or has taken, and the procedures, experience and knowledge they have in this field.

14. SUPERVISOR'S STATEMENT AND SIGNATURE: The licensed supervising driller/installer is required to sign and date this form.

Note: The licensed supervising/driller must have held or hold a license for a minimum of two years in order to supervise an apprentice.

APPLICATION INFORMATION FOR MILITARY SERVICE MEMBERS, MILITARY VETERANS AND MILITARY SPOUSES

The Texas Department of Licensing and Regulation recognizes the contributions of our active duty military service members, their spouses, and veterans. If you want to use one of the licensing options available to military service members, military veterans and military spouses, please complete the **Military Service Member, Military Veteran or Military Spouse Supplemental Application (TDLR form MIL001)** and attach it with your license application. The form is located on the TDLR website at: <http://www.tdlr.texas.gov/misc/militarysupplemental.pdf>.

If you have additional questions about qualifications, training or experience requirements relating to occupation licensing for military service members, military veterans or military spouses please go to the TDLR Military Information web page at: <http://www.tdlr.texas.gov/military.htm>.

State law prohibits renewing a license more than once after a licensee has defaulted on a student loan guaranteed by the **Texas Guaranteed Student Loan Corporation (TGS LC)** unless the licensee has entered into a repayment agreement with TGS LC. YOU SHOULD CONTACT TGS LC BEFORE FILING THIS APPLICATION if you have defaulted on a student loan. An application or renewal may be rejected if this agency has received information from TGS LC that the applicant has defaulted on a student loan. The Texas Guaranteed Student Loan Corporation can be contacted at: **Texas Guaranteed ATTN: Collections, PO Box 83100, Round Rock, TX 78683-3100, Telephone: (800) 222-6297, <http://www.tgslc.org> or email: cust.assist@tgslc.org.**



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WELL DRILLER/PUMP INSTALLER
APPRENTICE REGISTRATION

DO NOT WRITE ABOVE THIS LINE

**YOU MUST MEET ALL REQUIREMENTS WITHIN 12 MONTHS OF THE FILING DATE , OR THE APPLICATION
WILL BE TERMINATED.**

(FEES ARE NON-REFUNDABLE)

Well Driller Apprentice - \$65.00

Pump Installer Apprentice - \$65.00

Combination - \$115.00

1. Applicant's Full Name:

Last

First

Middle Name

Suffix (JR, SR, III)

2. Date of Birth (you must be at least 18 years old): _____
mm / dd / yyyy

3. Gender: ☐ Female ☐ Male

4. Applicant's Social Security Number: _____
(See instruction sheet for disclosure information)

5. Applicant's Mailing Address: (Used to receive mail from TDLR) (PO box is allowed for this address)

Number, Street Name, Suite Number/Apartment Number

Home Phone: (____) _____

City State Zip Code Area Code Phone Number

Cell Phone: (____) _____
Area Code Phone Number

Email Address (ex: johndoe@gmail.com) See instruction sheet for disclosure information

Applicant's Physical Address: (PO box is not allowed for this address)

Number, Street Name, Suite Number/Apartment Number

Phone: (____) _____

City State Zip Code Area Code Phone Number

6. Indicate the type of registration for which you are applying:

☐ Well Driller Apprentice

☐ Pump Installer Apprentice

☐ Combination

7. Have you ever been convicted of, or placed on deferred adjudication for, any misdemeanor
or felony, other than a minor traffic violation?

☐ Yes ☐ No

If YES, complete and attach a Criminal History Questionnaire for each offense.

See instruction sheet for more information

8. Have you ever had a occupational license, certification or registration suspended, revoked
or denied in any state?

☐ Yes ☐ No

If YES, submit a "Disciplinary Action Questionnaire" with this application.

9. Applicant's Statement and Signature:

I certify that I will comply with all applicable provisions of the Texas Occupations Code Title 12, Practices and Trades Related to Water, Health and Safety, Chapters 1901 & 1902; Texas Occupations Code Chapter 51; and 16 Texas Administrative Code, Chapter 60 and Chapter 76. I understand that providing false information on this application may result in sanctions up to and including denial or revocation of the license I am requesting and the imposition of administrative penalties.

APPLICANT'S SIGNATURE

DATE



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WELL DRILLER/PUMP INSTALLER APPRENTICE EXPERIENCE VERIFICATION FORM

THIS FORM MUST BE COMPLETED BY A PERSON QUALIFIED TO VERIFY WELL DRILLING OR PUMP INSTALLING EXPERIENCE.

THIS FORM MAY BE USED FOR AN INITIAL DRILLER/INSTALLER APPRENTICE REGISTRATION OR IF A REGISTERED APPRENTICE WANTS TO CHANGE SUPERVISORS.

10. Applicant's and Supervisor's Name

APPLICANT'S NAME

APPLICANT'S SOCIAL SECURITY NUMBER

SUPERVISING DRILLER'S NAME

DRILLER'S LICENSE NUMBER

SUPERVISING PUMP INSTALLER'S NAME

INSTALLER'S LICENSE NUMBER

11. Is this an original application ?

☐ Yes ☐ No

* Is this application to transfer supervisory responsibility ?

☐ Yes ☐ No

* If "yes" to above question, both the supervisor and apprentice must sign this form.

12. Supervising license holder question:

Have you (the supervising driller/installer) held your license for at least two years?

☐ Yes ☐ No

(Note: The supervising driller/installer must have held their license for at least two years in order to supervise an apprentice.)

13. Provide a detailed description of the apprenticeship training including all specific requirements outlined in 16 Tex. Admin. Code Chapter 76, including:

Types of wells to be drilled and/or the classifications of pumps to be installed:

Equipment used:

Safety training:

Qualification Benchmarks to Include: Procedures, Experience, and Knowledge:

14. Supervisor's Statement and Signature:

I certify that all information above is true and correct and that this applicant will be engaged in an apprenticeship program under my supervision. I agree to accept responsibility of supervising the training and for the apprentice's activities associated with the training program, including all financial and legal obligations for his/her activities associated with the apprenticeship program.

LICENSED SUPERVISING DRILLER SIGNATURE

DATE

LICENSED SUPERVISING PUMP INSTALLER SIGNATURE

DATE

* APPRENTICE REGISTRANT SIGNATURE (Signature required if changing supervisors on existing license)

DATE